

86-0413

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Budget and Planning Support by the DA Offices to the DDA

FROM: Richard J. Kerr
Deputy Director for Administration

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Information Technology
2. 2D00 Hqs

nl

If you wish to add to or change the list of attendees, contact [redacted] The conference room will accommodate up to three persons per office, but we will try to accommodate any exceptions.

Please ensure that copies of the attached are added to the designated individuals personnel files. *done*

Dick Kerr

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86-0413

28 FEB 1986

MEMORANDUM FOR: Director of Information Technology

FROM: Richard J. Kerr
Deputy Director for Administration

SUBJECT: Budget and Planning Support by the
DA Offices to the DDA

Bill

STAT 1. Reacting to Congressional budget cuts, reporting to Congressional committees, responding to Inspector General reviews, supporting the 25-26 February DA Management Conference [redacted] and other requirements for extensive information under tight deadlines have taxed and challenged the budget and planning personnel in the DA over the past several months. I want to meet with the key contributors in this area to personally express my gratitude for the hard work, extraordinary dedication, and fine products that they have generated and continue to generate. I also want to share with them the guidance we developed [redacted]

STAT 2. Please invite [redacted] to
STAT meet with me and their counterparts from other DA offices on 5 March 1986 at 1:00 p.m. in Room 7D32 Headquarters.

STAT [redacted]
Richard J. Kerr